

**Village Board  
Meeting Minutes  
August 4, 2020**

Present: Mayor Lee, Trustees Zabelny, Fowler, Speer, Fay  
Village Manager/Clerk Shari Pearce  
Asst DPW Superintendent Keith Brown  
Treasurer Maryalice Edwards  
Code Enforcement Officer Mark Mazzucco  
Deputy Clerk Amy Harter

Guests: Maureen & Paul Spindler, Matt Horn, Angela Eichholz

Mayor Lee to call the Village Board meeting to order with the Pledge of Allegiance followed by a moment of silence. The meeting was held via Zoom.

**Recreation Report**

Day Camp: Tom Venniro reported that the summer camp program is going well and he is grateful to utilize the Community Center and the Lodge.

Wi-Fi: Tom noted it does reach throughout the building. Shari Pearce concurred and is recommending it be installed in the Ingham Room since the majority of the Village Board meetings have been held there since the lockdown due to COVID-19. Shari will work to begin installation as quickly as possible.

**Code Enforcement Report**

Zoning update: Mark Mazzucco reported the Zoning Board heard four applications at the July meeting and gave the board an overview of the outcome.

Permits: Mark provided a monthly update on the building permits issued including the costs and comparison from this time frame in 2019. He has sent out 17 property maintenance violations and unlicensed vehicles. Shari Pearce commented that Mark is doing an excellent job.

Pause NY: Mark receives a daily email from the Monroe County Sheriff's Department regarding complaints pertaining to COVID-19. There have been no violations within Village due to Pause NY.

**Treasurer's Report**

**Resolution** to amend the 2019-2020 budget as presented Trustee Speer, seconded by Trustee Zabelny, carried unanimously, 5-0.

<u>Increase:</u>		<u>Decrease:</u>	
A11210.40	\$356.93	A11010.40	-\$356.93
A11320.40	\$250.00	A11010.40	-\$250.00
A11325.20	\$13,169.14	A11620.20	-\$13,169.14
A11325.4C	\$8,207.51	A11620.20	-\$8,207.51
A11325.4E	\$1,354.00	A11910.40	-\$1,354.00
A13620.10	\$500.12	A13620.40	-\$500.12
A19060.40	\$8,874.86	A11990.40	-\$8,874.86
A21640.20	\$20,306.00	A25110.10	-\$20,306.00
A25142.40	\$532.12	A25142.20	-\$532.12
A28160.40	\$12,000.00	A27110.10	-\$12,000.00
A28189.40	\$197.32	A28510.40	-\$197.32
F18340.10	\$149.25	F18310.10	-\$149.25
F18340.1A	\$1,197.48	F18310.10	-\$1,197.48
F19060.40	\$694.70	F18320.40	-\$694.70
H31440.40	\$4,002.00	H37110.40	-\$4,002.00

Annual update: Maryalice will be begin preparing this document next week.

### **Public Works Report**

Community Center: Keith Brown reported boiler repairs have been made, additional repairs will wait until the colder weather begins due to the boilers not being run at capacity during the warm months.

Eagle Scout project: There has been no update to his plan from the candidate. Keith will keep the board up to date.

Equipment: Keith reported the zero-turn mower was sold at auction for \$7,000. This was more than expected.

Streets: Suitkote will begin maintenance of Heinz Street, Grove Street, Brook Street and Sherwood Drive starting August 10<sup>th</sup>.

Ash Trees: 30 trees were removed that died from the Emerald Ash Borer disease. The Town of Hamlin lent the DPW a truck.

East Avenue project: The improvement project along East Avenue continues, paving from Bennett Road to Main Street is scheduled for August 14<sup>th</sup>. The entire job is expected to be completed before school opens in September.

Unionville Station: Keith reported the ADA sidewalk project is going well.

### **Manager's Report**

Jennejahn Lodge: The lodge has been closed in February for construction and did not reopen due to the public due to COVID-19. The board discussed the possibility of reopening and agreed that it shall remain closed through October 31<sup>st</sup>. Hilton-Parma Recreation is utilizing the lodge for their summer camp program.

**Resolution** that the Jennejahn Lodge will remain closed to the public through October 31, 2020 due to COVID-19. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Community Center: The building has been closed to the public since March due to COVID-19. And will remain closed through October 31<sup>st</sup>. Day Care is using the south end first floor rooms. La Dance is using their room including the entry and exit from the parking lot.

**Resolution** the Community Center remains closed under the same guidelines through October 31<sup>st</sup>. Trustee Fowler made the motion, seconded by Trustee Fay. Carried unanimously, 5-0.

Zoning Board: Chairman Rick Bjornholm has submitted his resignation effective July 21, 2020. The board discussed adding one permanent member and one alternate.

**Resolution** to accept the resignation of Richard Bjornholm effective July 21, 2020. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

**Resolution** to appoint Harry Reiter to the Zoning Board of Appeals, effective immediately. Motion made by Trustee Fowler, seconded by Trustee Zabelny, carried unanimously, 5-0.

**Resolution** to appoint Linda Viney to the Zoning Board of Appeals as an alternate member. Motion made by Trustee Zabelny, seconded by Trustee Speer, carried unanimously, 5-0.

Special Police: Shari explained that due to recent violence involving police, Craig Burritt is requesting the purchase of body armour for the Special Police members. Craig is obtaining three quotes; Shari will then contact the other municipalities for their input.

Election: Shari has been working to confirm that the election is being held September 15<sup>th</sup>. Absentee ballots are available through the Monroe County Board of Elections for those out of town and for anyone with health concerns due to COVID. The board agreed to use the Jennejahn Lodge as the polling place.

**Resolution** to list the Jennejahn Lodge for the polling place for the September 15<sup>th</sup> election. Motion made by Trustee Zabelny, seconded by Trustee Fay, carried unanimously, 5-0.

Comprehensive Plan: Shari stated that Matt Horn from MRB Group is participating via Zoom to answers questions or comments. Matt noted the community did an excellent job sharing their ideas and insight. He explained a lengthy meeting was held in July and thanked those in attendance for their suggestions.

Bethany Ouer, thanked Shari and the board members for taking the time to host another meeting and explain the process thoroughly. Trustee Fowler thanked the community for their participation.

**Resolution** to authorize the Village Manager to advertise to hold the Public Hearing to adopt the Comprehensive Plan on September 1, 2020. Motion made by Trustee Zabelny, seconded by Trustee Speer, carried unanimously, 5-0.

### **Public Hearing**

Mayor Lee opened the public hearing at 6:00 p.m.

**Resolution** to consider the application for Great Lakes Classic Cars, Engels Gualdani, Owner, for Re-Subdivision of 6 and 9 Upton Street Tax Accounts #032.06-3-37.002 (6 Upton St.) and #032.06-3-37.001(9 Upton St.) to shift the east line of 9 Upton Street approximately 17.5 feet east at the maximum point. The land transfer is 1,833 SF (0.042 acre). After re-subdivision, the area of 6 Upton Street will be 0.644 acre. The area of 9 Upton Street will be 0.679 acre. This property is zoned Industrial. Monroe County determined this a local matter. The project was determined as SEQR type II no further review is necessary.

**Resolution** to approve the application as submitted, motion made by Trustee Fowler, seconded by Trustee Zabelny, carried unanimously, 5-0.

Mayor Lee opened the meeting for public comment at 6:10 p.m.

**Resolution** to consider Local Law #1, 2020 for adoption. To remove in its entirety the following sentence to the Planned Residential District-S Law, Chapter 275-19 (D)(6). Any property less than 15 acres in area cannot be considered for PRD-S zoning. Motion made by Trustee Fowler to approve as submitted, seconded by Trustee Zabelny, carried unanimously, 5-0.

Maureen Spindler, 175 Lake Avenue, stated she is in favor of rezoning and that Providence has done a nice job listening to the neighbors.

St. Leo's Senior Apartments: Angela Eichholtz explained that they are seeking to rezone 169 and 171 Lake Avenue from Residential to Planned Residential District-Senior.

**Resolution** to hold a public hearing to rezone 169 and 171 Lake Avenue from Residential and Planned Residential District-Senior. Motion made by Trustee Fowler, seconded by Kim Fay, carried unanimously, 5-0.

With all persons being heard, Mayor Lee closed the meeting for public comment at 6:20 p.m.

Summit FCU: Shari reported there has been an ATM on village property for the past 10 years. They have notified Shari they do not wish to renew the lease with the Village and will be moving the ATM inside their facility. This will be a loss of revenue of \$8400 annually and will leave the property vacant. Shari spoke to her contact from the Clean Energy program regarding funding opportunities for electric car charging stations; the location would be ideal. NYSERDA has funding to pay for such a facility. Shari will pursue this grant opportunity. If it is approved there is an 18-month window to complete the project.

Jennejahn Lodge: Mayor Lee would like to host a ribbon cutting ceremony in September to celebrate the completion of the lodge project. Senator Robach will be invited and information for the date will be share once it is confirmed.

Walt Horylev Civic Beautification Award: The board discussed the recent exterior updates of Caraglio's Pizza, located at 9-11 Main Street.

**Resolution** to present the Walt Horylev Civic Beautification Award to Tony Caraglio. The date of the presentation will be determined. Amy Harter will notify the recipient. Motion to approve made by Trustee Fowler, seconded by Trustee Zabelny, carried unanimously, 5-0.

COVID-19 Plan: NYCOM has asked Shari to review and give her opinion on the language that has been added to the New York labor law pertaining to COVID. It appears the State may be mandating local municipalities to have a COVID action plan.

Shari explained that changes need to be made to our current plan to include the possibility of another crisis. A team will be created consisting of at least two board members and management to establish best practices. Shari is actively working to set up the availability for Amy Harter, Mark Mazzucco and Maryalice Edwards to work from home. She is considering the ability to set up remote payroll and has considered shift changes if necessary, as well. She will keep the board up to date on the process.

Vendor's Permits: Shari received a request to obtain a permit from an energy company, the board agreed to continue the suspension of door to door sales due to COVID-19.

Fire Radio: Mark Mazzucco needs a radio to communicate with the Fire Department as well as Village personnel during an emergency. Chief Mike Lissow had agreed previously to provide the equipment, Mark will work with the chief.

### **Items for Discussion**

The Hilton Apple Fest is seeking permission to use the Community Center grounds for a BBQ Fund Raiser on October 3<sup>rd</sup> from 9 am -3 pm. The Apple Fest has been cancelled this year.

**Resolution** to allow the Hilton Apple Fest to use the Community Center grounds for a BBQ fund raiser on October 3<sup>rd</sup> from 9 a.m. – 3 p.m. The Chairperson is to work with Code Enforcement Officer, Mark Mazzucco regarding any signage. Motion made by Trustee Speer, seconded by Trustee Zabelny, carried unanimously, 5-0.

### **Vouchers**

**Resolution** to approve the vouchers with the following add ons: Laura Davis \$215.00, Lamont \$160.80, Shari Pearce \$117.98, Suit Kote \$15,628.80, Westside News \$142.04, Williamson Law Book \$45.35. Motion made by Trustee Speer, seconded by Trustee Zabelny, carried unanimously, 5-0.

Prepaid	\$4,182.83
T&A	\$28,403.28
General	\$55,145.46
water	\$33,290.00
sewer	\$12,299.15
capital	<u>\$2,220.41</u>
total	\$135,541.13

### **Minutes**

**Resolution** to approve the meeting minutes of July 7, 2020, approved as amended, motion made by Trustee Fowler, seconded by Trustee Fay, carried unanimously, 5-0.

Next Village Board meeting is September 1, 2020.

### **Adjournment**

Motion to adjourn at 6:55 p.m. made by Trustee Speer, seconded by Trustee Fowler, carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk